

SENIOR CRIMINALIST

OPEN – STATEWIDE CONTINUOUS FILING



State of California
DEPARTMENT OF
JUSTICE
P. O. Box 944255
Sacramento, CA 94244-2550

CALIFORNIA STATE GOVERNMENT • AN EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS THE OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

CONTINUOUS TESTING

The testing office will accept examination packets continuously. Testing is considered continuous as cut-off dates can be set at any time as needs warrant. Applications will be reviewed to ensure the minimum requirements for participation in this exam are met. Possession of the entrance requirements does not assure a place on the eligible list. Names of successful competitors will be merged into the list in order of final scores, regardless of test date. Once you have taken the written examination, you may not retest for twelve (12) months from your established list date.

WHO CAN APPLY

Persons who meet the minimum qualifications as stated on this bulletin. This is an Open Examination. Applications will not be accepted on a promotional basis.

HOW TO APPLY

All applicants must complete and return the entire examination packet. The examination packet must include the following:

- [State Examination Application \(Form STD 678\)](#)
- Copy of Transcripts (if qualifying under Pattern II or III)

Mailing Address:

Department of Justice
Testing and Selection Unit
P.O. Box 944255
Sacramento, CA 94244-2550

File in Person:

Department of Justice
Testing and Selection Unit
1300 "I" Street, 1st Floor Lobby
Sacramento, CA 95814

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD, ONLINE,
VIA INTER-AGENCY MAIL OR FAX.**

RECRUITMENT SURVEY

As part of the application process, follow [this web link](#) to complete a recruitment survey. If you are viewing this in paper form, visit the following website at www.ag.ca.gov/careers/exams.php.

SPECIAL TESTING ARRANGEMENTS

If you are an individual with a disability and need reasonable accommodation to participate in this examination, please mark the box in question #2 on the "Examination Application". You will be notified in writing to determine what assistance can be provided.

WRITTEN EXERCISE

It is anticipated that the written exercise may be held in Sacramento, Ripon, Fresno, Richmond, or Riverside. The final testing location(s) will depend on the candidate pool.

SALARY RANGE

\$5458 - \$7094

The salaries used in this bulletin are the latest available from the State Controller's Office, but may not reflect the most recent salary adjustment. **Salary not subject to social security. State Safety Retirement 2.5% at age 55.**

ELIGIBLE LIST INFORMATION

An open eligible list will be established for the Department of Justice. The names of successful competitors will be merged on the list in order of final scores, regardless of date. Competitors' eligibility will expire 18 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

CONTINUE TO THE NEXT PAGE

**REQUIREMENTS
FOR ADMITTANCE
TO THE
EXAMINATION**

All applicants must meet the education and/or experience requirements for this examination by the written test date. All applications/resumes must include "To" and "From" employment dates (Month/Day/Year), time base, and applicable classification titles.

**MINIMUM
QUALIFICATIONS**

Experience applicable to one of the following patterns may be combined on a proportional basis with experience applicable to other patterns to meet the total experience requirement.

Either I

Two years of experience in the California state service performing the duties of a Criminalist, Range C.

Or II

EXPERIENCE: Four years of professional experience beyond the trainee level in a physical or biological science laboratory setting performing the duties of a chemist, biochemist or a related position. This experience must have included at least two years as a Criminalist having independent responsibility for making quantitative and qualitative analyses. (One year of postgraduate education in one of the physical or biological sciences may be substituted for one year of the required general experience.) Experience in California state service applied toward this requirement must include at least two years performing the duties of a Criminalist, Range C.

And

EDUCATION: Equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis.

Or III

EXPERIENCE: Four years of professional experience in a physical or biological science laboratory setting performing independent research related to Forensic Science. (Possession of a master's degree in a physical or biological science may be substituted for one year of experience and possession of a Ph.D. in a physical or biological science for two years of the required experience.) Experience in California state service applied toward this requirement must include at least two years performing the duties of a Criminalist, Range C.

And

EDUCATION: Equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis.

**DEFINITION OF
TERMS**

PHYSICAL OR BIOLOGICAL SCIENCES

APPROVED: Chemistry (any type), biochemistry, biology, physics, geology, mineralogy, petrology, chemical engineering, forensic science, pharmacology, microbiology, molecular biology, biological sciences, immunology, entomology and criminalistics.

NOT APPROVED: Astronomy, meteorology, agriculture, business science, engineering, health sciences, and agricultural sciences.

CONTINUE TO THE NEXT PAGE

**POSITION
DESCRIPTION**

Specifically, the Senior Criminalist must be familiar with methods used to analyze the following types of physical evidence: blood and other body fluids, hair, fiber, soil, paint, glass, building materials, cartridge cases/bullets, tool marks, chemicals and shoeprints/tire tracks. The Senior Criminalist should be able to devise experiments and conduct research to address complex forensic science questions. The Senior Criminalist must be able to effectively explain scientific concepts, analytical methods and data interpretation in court. The Senior Criminalist should also be able to make scientific presentations to their peers at forensic science seminars and conferences and provide instruction on various aspects of physical evidence to law enforcement personnel. The Senior Criminalist is the full journey level of the Criminalist series. Incumbents are assigned the most complex cases. In some settings, incumbents may serve in a lead position or supervise/coordinate the work of other Criminalists.

**EXAMINATION
INFORMATION**

This examination will consist of a Written Exercise weighted 100%. The Written Exercise will include questions designed to evaluate the applicant's education, training, experience and general knowledge of criminalistics as well as more specific knowledge of a specialty area of the **applicant's choosing** from the following seven (7) areas: Serology, DNA, Clandestine Labs, Trace, Firearms, toxicology/ blood alcohol, and DNA databank. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be obtained. **Competitors who do not appear for the written exercise will be disqualified.**

WRITTEN EXERCISE – WEIGHTED 100.00%

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examination will be measured competitively, relative to job demands on each competitor's:

Knowledge of:

1. Scientific methods and techniques used in examining crime scenes.
2. Tests for screening and confirmation of blood and other physiological fluids.
3. Modern methods and techniques in investigations of major crimes.
4. ASCLD/LAB accreditation standards.
5. Photographic and photo micrographic principles and practices as applied to Criminalistics.

Ability to:

1. Testify effectively in court.
2. Analyze situations accurately and take effective action.
3. Perform casework, toxicological or DNA databank analysis at a journeyman level. This includes note-taking, report writing, and court testimony.
4. Perform technical and administrative review of analytical work.
5. Recognize technical problems in casework or DNA databank analysis.
6. Make extensive use of scientific methods and techniques at the scene of a crime.
7. Make effective use of microscopes and advanced instrumentation such as infrared and ultra-violet spectrometers, gas chromatographs, mass spectrometers, and capillary electrophoresis.
8. Instruct law enforcement and forensic personnel in criminalistics.
9. Recognize the need for and develop and evaluate new test methods and procedures.
10. Organize and prioritize one's workload to meet established deadlines and ensure the most important tasks are completed.

CONTINUE TO THE NEXT PAGE

**ADDITIONAL
REQUIREMENTS**

Under Section 432.7(e) of the Labor Code, persons seeking employment with the Department of Justice may be asked to disclose arrest or detention information regardless of whether or not the arrest or detention resulted in conviction, referral, or participation in diversion programs prior to appointment. Department of Justice regulations may require, as a minimum, pre-employment investigations consisting of fingerprinting; inquiry to local, State, and national files to disclose criminal records; verification of minimum qualifications (i.e., college transcripts); financial status; previous employment background; and personal interviews to determine applicant's suitability for employment

**SPECIAL PERSONAL
CHARACTERISTICS**

Tact, patience, and keenness of observation.

**DRUG TESTING
REQUIREMENT**

Applicants for positions in this class series will be required to pass a drug-screening test. A urine sample will be used for drug screening purposes.

**VETERANS
PREFERENCE/
CAREER CREDITS**

Veterans Preference Credits or Career Credits will not be granted in this examination.

CONTINUE TO THE NEXT PAGE

GENERAL INFORMATION

The Department of Justice reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all candidates will be notified.

It is the Candidate's Responsibility to contact the Department of Justice, (916) 324-5039, TDD (916) 952-8396 three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature it is the candidate's responsibility to contact the Department of Justice, (916) 324-5039, TDD (916) 952-8396 three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at the State Personnel Board Offices (www.spb.ca.gov), and local Offices of the Employment Development Department (www.edd.ca.gov).

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub divisional promotional, 2) departmental promotional, 3) multi departmental promotional, 4) service wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older list must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

Veterans Preference: California law limits the granting of veterans preference credits to entrance examinations. When credit is granted it is as follows: 10 points for veterans, widows or widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions for applying for veteran's preference are on the Veterans Preference application form which is available from State Personnel Board offices or written test proctors.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Career Credits: In open, nonpromotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the application Form 100-678. (Section 4 of article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento.)

If hearing impaired, call the California Relay Service.

1-800-735-2929 (From TDD Phone)

1-800-735-2922 (From Voice Phone)

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device.

DEPARTMENT OF JUSTICE
TESTING AND SELECTION UNIT
P.O. BOX 944255
SACRAMENTO, CA 94255-2550
(916) 324-5039